

From: [Ray, Lauren](#)
To: [Walters, Donn](#)
Cc: [Williams, Denise](#); [McKinney, Jason](#); [Little, Bill](#); [Shultz, Kim](#)
Subject: FW: Wilcox Oil Mailing List and Draft Fact Sheet for EPA review and approval
Date: Tuesday, January 07, 2014 10:01:30 AM
Attachments: [Wilcox Oil mailing list residential and business tabs.xlsx](#)
[Draft Wilcox Oil Fact Sheet for EPA review 1-2-2014.docx](#)

Bill:

Just following up on the Wilcox Oil fact sheet mailing. Please see email below and attachments.

We still need EPA approval of the attached mailing list, Bill Little's list of names (key contacts) from his Wilcox book to add to the mailing list, and EPA's review and comment to the attached draft fact sheet. We can then finalize the fact sheet and mail it out.

Thank you.

Lauren Ray
Toeroek Associates, Inc.
(214) 665-2756
ray.lauren@epa.gov
EPA Region 6 EFMC Support

From: Ray, Lauren
Sent: Thursday, January 02, 2014 12:17 PM
To: Walters, Donn; Williams, Denise; McKinney, Jason; Little, Bill
Cc: Shultz, Kim
Subject: Wilcox Oil Mailing List and Draft Fact Sheet for EPA review and approval

Donn, Denise, Jason, Bill:

I hope you all had a nice holiday. Donn informed us that he is out of the office at least part of this week, and asked that Denise or Jason review and approve the Wilcox Oil mailing list and draft fact sheet if he is not here, so that the fact sheet can be mailed out. I understand that Bill might be back in the office this week as well.

There are two attachments to this email, which need EPA approval. One attachment is the mailing list, and the other attachment is the draft fact sheet.

The mailing list was generated using a ½-mile radius from the boundary of the site, as Donn instructed. On the attached mailing list spreadsheet, there are two tabs, one tab for residential names and addresses, and one tab for business names and addresses. There are a total of 288 residential names and addresses, and 79 business names and addresses, for a total of 367 names and addresses within a ½-mile radius. This is quite a bit less than our original estimate (of 600+ addresses within ½ mile), so I know Donn will be pleased that the GIS data and geocoding was able to reduce the mailing list to a more manageable size.



9612127

Bill Little had indicated that he has names and contact information for the mailing list, in his Wilcox book, which I assume are names of key contacts, such as city and state representatives. We will need that information to add to the mailing list, as well.

There is one section of the attached draft fact sheet that still needs EPA input. The original draft fact sheet from Bill Little had a bullet item listed in the information box on page one titled, "Recommendations to the Public," however the draft fact sheet did not have a recommendations write up. We added a section title, "Recommendations to the Public," on page 3, and it is currently blank. We can either remove that title from the box on page 1 and from page 3, or we can keep it with a brief statement or paragraph of recommendations from EPA.

Please reply with your approval to or comments to the attached mailing list, and your feedback to the draft fact sheet. We will then finalize the fact sheet for mailing.

Thank you.

Lauren Ray
Toeroek Associates, Inc.
(214) 665-2756
ray.lauren@epa.gov
EPA Region 6 EFMC Support